

*An excerpt from the State Water Planning Process Document*

### **3.0 State Water Plan**

- 3.1 State Water Resources Management System
- 3.2 State Water Facilities Plan
- 3.3 Application Deadline
- 3.4 Placement Criteria
- 3.5 Drinking Water Project Self-Assessment
- 3.6 Approval Dates
- 3.7 DENR Technical Assistance

### **3.8 State Water Plan Application Form**

#### **3.8.1 State Water Plan Drinking Water Project Self-Assessment Questionnaire**

- 3.9 Application Instructions
- 3.10 Preliminary Engineering Design, Project Implementation Plan, and Cost Estimates
  - 3.10.1 Preliminary Engineering Report Requirements
  - 3.10.2 Project Implementation Plan Requirements

## 3.0 STATE WATER PLAN

The South Dakota Legislature established the State Water Plan in 1972. The State Water Plan is intended to implement state policy on water resources management, to serve as the principal guide for state policies and priorities, and to identify areas for project assistance.

The State Water Plan consists of two components – the State Water Resources Management System and the State Water Facilities Plan.

### 3.1 State Water Resource Management System

The State Water Resources Management System identifies large, costly water projects that require significant state and federal cost share. These projects normally require several years to plan and complete.

Projects are placed onto the State Water Resources Management System by the Legislature and Governor. The Board of Water and Natural Resources develops annual recommendations for the Legislature and Governor on which projects should be retained, deleted, or added to the State Water Resources Management System. **Placement on the State Water Resources Management System provides no guarantee of funding.**

Projects that have been placed on the State Water Resources Management System remain on the list until removed by the Legislature. No project on the State Water Resources Management System may also be included on the State Water Facilities Plan.

### 3.2 State Water Facilities Plan

The State Water Facilities Plan is a list of potential water projects. Types of projects on the facilities plan include: rural, municipal, and industrial water supply, treatment, storage and distribution; wastewater collection, transport, and treatment; storm water collection and treatment; and watershed restoration.

The Board of Water and Natural Resources is responsible for placement of projects onto the State Water Facilities Plan. Local sponsors may request a meeting with department staff to discuss the project, alternatives, rates, and funding criteria. **Placement on the State Water Facilities Plan provides no guarantee of funding.**

A preliminary engineering study must be submitted as part of the State Water Facilities Plan application for infrastructure projects. These projects should be ready to initiate construction within two years.

A watershed assessment study or project implementation plan must be submitted as part of the application for watershed restoration projects. Watershed restoration projects are generally of longer duration than

community infrastructure projects. State Water Facilities Plan applications should indicate the restoration practices to be implemented in the next three years. If funds will be requested after this period, a new State Water Plan application is required.

### **3.3 Application Deadline**

State Water Plan applications must be postmarked or received at the Department of Environment and Natural Resources on or before the first day of October. If a project is located within the boundaries of a water development district (see section 1.4.2 for water development district map), the department recommends a copy of the application be submitted to the appropriate water development district. Projects placed on the State Water Resources Management System remain on the list until removed by the Legislature. Projects placed on the State Water Facilities Plan remain on the plan for two calendar years.

Realizing that projects develop during the year, the board will consider applications for amendment onto the State Water Facilities Plan periodically. Applications for amendment onto the facilities plan must be postmarked or received at the department on or before the first day of February, May, and August. If located within the boundaries of a water development district, the department recommends a copy of the application for amendment be submitted to the appropriate district.

In the event of an emergency when a project sponsor cannot wait for the identified application deadline, an emergency facilities plan amendment application may be submitted for board consideration if it meets one of the following conditions:

- 1) The proposed project is necessary due to an act of God; strike, lockout, or other labor disturbance; act of a public enemy; order or restraint of any kind of the government of the United States of America, the State of South Dakota or any of its departments, agencies, or officials, or any civil or military authority other than the applicant or a municipal utility board; storm; drought; flood; explosion; breakage or accident to machinery, tanks, transmission or collection pipelines, or canals; or any other cause or event not reasonably within the control of the applicant; or
- 2) The proposed project is necessary to take advantage of potential project financing and the opportunity may be lost unless action is taken.

Projects placed on the State Water Facilities Plan through the amendment process remain on the plan for the balance of the current calendar year and the following year.

### 3.4 Placement Criteria

The following criteria are used as guidelines to determine project merit for placement onto the State Water Plan:

- 1) South Dakota Codified Law (SDCL) 46A-1-93 provides that the highest priority shall be given to domestic uses of water through the development of public water distribution systems.
- 2) Environmental projects which correct serious health or pollution concerns.
- 3) Consolidation of facilities or regionalization of systems which are economically viable.
- 4) Expansion of existing systems which provide an increase in services and promote the objectives contained in criteria 1, 2, and 3 above.
- 5) Local support for the project including the proposed level of local financing to include cash, loans, or use of in-kind services in the project.
- 6) Long-term planning which enables a local project to provide for future maintenance, replacement, or expansion of the project.
- 7) Sponsors receiving a Small Community Planning Grant are not eligible to apply for placement on the State Water Plan until the required engineering study or rate analysis is completed and approved by the department.

Rehabilitation of existing systems should only be considered as meeting the criteria if the project addresses the following criteria:

- 1) Commitment of local funds for the maintenance and repair of the system for its expected life including amortization costs.
- 2) Annual maintenance and repair schedule to ensure maintenance and repair of the system.

### 3.5 Drinking Water Project Self-Assessment

Sponsors of drinking water projects must complete the “Drinking Water Project Eligibility and Priority List Self-Assessment” questionnaire in the State Water Plan application. The questionnaire is used to determine eligibility and priority points for the Drinking Water SRF program. **All drinking water projects must complete the assessment regardless of the funding proposed in the State Water Plan Application.**

The engineering report must support the responses on the self-assessment. Supporting documentation must be included if a “yes” response is given for questions regarding violations of drinking water standards (items 1, 4, and 5 in the priority point section).

### **3.6 Approval Dates**

The department will notify applicants of the date and time for the meeting at which applications will be considered by the board. Board meeting dates and agendas are available on the DENR website.

### **3.7 DENR Technical Assistance**

For technical assistance regarding the State Water Plan Application contact:

PMB 2020  
Department of Environment and Natural Resources  
Division of Financial and Technical Assistance  
523 East Capitol Avenue  
Pierre, SD 57501-3182  
(605) 773-4216  
(605) 773-4068 fax

or:

email: [DENRINTERNET@state.sd.us](mailto:DENRINTERNET@state.sd.us)

website: <http://www.state.sd.us/denr>

### **3.8 STATE WATER PLAN APPLICATION FORM**



# State Water Plan Application Form

Applicant	<b>Proposed Funding Package</b> Consolidated Grant                      \$ _____ Consolidated Loan                        \$ _____ Clean Water SRF Loan                    \$ _____ Drinking Water SRF Loan                \$ _____ Nonpoint Source 319 Grant             \$ _____ Other                                         \$ _____ \$ _____ \$ _____ \$ _____ <b>TOTAL</b> \$ _____
Federal Employer ID No.	

Project Title: \_\_\_\_\_

Description: (Include present monthly utility rate and whether a reserve fund has been established for the utility to benefit from the project.)

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The Applicant Certifies That:

I declare and affirm under the penalties of perjury that this application has been examined by me and, to the best of my knowledge and belief, is in all things true and correct.

Name and Title of Authorized Signatory (Typed) Phone #	Signature	Date
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Application Prepared By:

Name and Title (Typed)	Phone #	Representing
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Name of Engineer/Architect	Phone #	Representing
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### 3.8.1

## State Water Plan Drinking Water Project Eligibility and Priority Point Self-Assessment

**The engineering report must support all responses on this assessment.**

#### Eligibility Assessment

**Yes**

**No**

1. Is the project intended mainly for fire protection? \_\_\_\_\_
2. Is the project primarily intended to serve future growth?  
*Note: providing service to existing homes or businesses not currently served is not considered future growth.* \_\_\_\_\_

*If the answer to either question is "yes" the project may not be eligible for an SRF loan. Contact the department for more information.*

#### Priority Point Assessment

1. If the water system has experienced either situation described below in the past three years, will this project correct the deficiency? If so, indicate which situation applies.
  - A. occurrences of nitrates, fecal coliform, or E. coli bacteria that have exceeded the allowable limits as defined in ARSD 74:04:12; \_\_\_\_\_
  - B. occurrences of chronic primary drinking water contaminants that have exceeded the allowable limits as defined in ARSD 74:04:12 or the system is in violation of a treatment technique. \_\_\_\_\_
2. Please provide the monthly user rate expected as a result of this project (based on 5,000 gallons for municipalities and sanitary districts and 7,000 gallons for other systems). \_\_\_\_\_  
(Monthly Rate)
3. If the project will regionalize facilities, indicate which of the following best describes the project:
  - A. consolidation of a municipality or sanitary district treatment, supply, and distribution system with another community water system, and the consolidation is cost effective; \_\_\_\_\_
  - B. consolidation of a municipality or sanitary district treatment system with another community water system, and the consolidation is cost effective; \_\_\_\_\_
  - C. expansion of the service area of a community water system that is not operated by a municipality or sanitary district to provide water to 25 or more new residences; or \_\_\_\_\_
  - D. expansion of the service area of a community water system that is not operated by a municipality or sanitary district to provide water to less than 25 new residences. \_\_\_\_\_

Applicant: \_\_\_\_\_

Project Title: \_\_\_\_\_

		Yes	No
4.	If the water system has experienced occurrences of secondary drinking water contaminants that have exceeded the guidelines in the past three years, will this project address the suspected cause of these occurrences? Indicate all contaminants that have been exceeded. The specific contaminants and the maximum contaminant level are:		
	chloride .....250 mg/L	_____	_____
	color ..... 15 color units	_____	_____
	fluoride .....2.0 mg/L	_____	_____
	foaming agents .....0.5 mg/L	_____	_____
	iron .....0.3 mg/L	_____	_____
	manganese .....0.05 mg/L	_____	_____
	odor ..... 3 threshold odor number	_____	_____
	pH.....range: 6.5 to 8.5	_____	_____
	silver .....0.1 mg/L	_____	_____
	sulfate .....250 mg/L	_____	_____
	total dissolved solids .....500 mg/L	_____	_____
	zinc .....5 mg/L	_____	_____
5.	In the past three years has the water system experienced occurrences of total coliform that have exceeded the allowable limits, and will this project address the suspected cause of these occurrences?	_____	_____
6.	The project is a rehabilitation of contaminated drinking water sources or development of new sources to replace contaminated sources.	_____	_____
7.	The project is needed to develop sources due to inadequate supply.	_____	_____
8.	The location of the applicant's primary source of water is within the boundaries of an established wellhead or source water protection area.	_____	_____
9.	The project will replace transmission lines for the following reasons (indicate all that apply):		
	A. removal of lead piping	_____	_____
	B. decrease water loss volume by 10% or more	_____	_____
	C. looping of lines to improve water quality	_____	_____
	D. lines are 50 years old or older	_____	_____
10.	The project will construct storage for a system with capacity less than a peak day's demand or is needed to address low pressure problems. Low pressure is defined as less than 20 pounds per square inch.	_____	_____
11.	The project will construct, upgrade, or replace a water treatment plant or its components to assure compliance with upcoming or existing regulations.	_____	_____
12.	Population - For a project sponsored by a community or sanitary district, provide the population of the community as reported in the 2000 census. For regional systems, please provide the population of the area, based on the 2000 census, to benefit from the project.	_____ (Population)	

Applicant: \_\_\_\_\_ Project Title: \_\_\_\_\_

### 3.9 Application Instructions

*Applicant.* Name and mailing address of the entity sponsoring the project.

*Federal Employer Identification No.* Provide the federal employer identification number of the entity sponsoring the project.

*Project Title/Description.* Provide a one line title and a paragraph describing the project. Be specific, providing the feet or miles of pipe to be constructed, replaced or repaired; treatment process being utilized; gallon capacity of storage tanks; cubic yards of sediment to be removed; linear feet of shoreline to be stabilized; and so forth. **Include the current monthly utility rate.** If the rate is not a flat rate, compute the monthly water and wastewater rate at 5,000 gallons for municipalities and sanitary districts and at 7,000 gallons for all other systems. Additionally, indicate whether a reserve fund has been established for the utility benefiting from the project.

*Proposed Funding Package.* Include the amount and type of anticipated funding, the amount of local funds being provided as match, including public or private direct contributions, loans, federal funds, and water development district grants.

Enter the total amount on the last line. Enter project funding as anticipated for the total project even if the project and funding will be phased.

*Applicant Certification.* This section is to be read and dated by an official of the sponsoring entity who has been authorized by resolution of the governing body to submit the application.

*Application Prepared By.* Identify the individual and entity that helped prepare the application. Provide the contact information in case questions arise about the application. Also identify the engineer or consultant responsible for any preliminary design, watershed assessment, project implementation plan, and cost estimates.

*Drinking Water Self Assessment:* **Only Drinking Water Systems must complete the self-assessment form.** Complete the self-assessment and provide the applicant's name and the project title at the bottom of each page. Attach supporting documentation for any "yes" responses to questions regarding violations of drinking water standards (items 1, 4, and 5 in the priority point assessment section).

### **3.10 Preliminary Engineering Design, Project Implementation Plan, and Cost Estimates**

Attach a preliminary engineering report, watershed assessment, or project implementation plan which outlines the project and its cost estimate. Outlines of the information required in the preliminary engineering report and project implementation plan are given in following sections.

The facilities plan required with an SRF loan application satisfies this requirement and avoids duplication later.

#### **3.10.1 Preliminary Engineering Report Requirements**

- I. Introduction
  - A. Background Information
  - B. Purpose/Scope of Report
- II. Need for Project
  - A. Health and Safety Issues
  - B. Condition/Adequacy of Existing System
- III. Description of Proposed System
  - A. Map
  - B. Land Requirements
- IV. Design Parameters
  - A. Identify Planning/Service Area (including planned development)
  - B. Expected Usage
    1. Include I/I for wastewater projects
    2. Include water loss for water projects
  - C. Population Trend
  - D. Design Period
- V. Cost Estimates
  - A. Itemized Break-out of Construction Costs
  - B. Other Costs
    1. Engineering
    2. Administration
    3. Land Acquisition/Easements
    4. Legal
    5. Other
  - C. Annual O&M Costs
  - D. User Rate Impacts
- VI. Other Alternatives Considered
- VII. Implementation Schedule

### **3.10.2 Project Implementation Plan Requirements**

For complete guidance on the required Project Implementation Plan visit:

<http://www.state.sd.us/denr/DFTA/WatershedProtection/319.htm>

- I Summary Sheet
- II Statement of Need
  - A Project need - water quality problem(s) and priority.
  - B Waterbody and aquatic habitat description.
  - C Maps –watershed, sampling sites and sources of NPS pollution.
  - D Topography, land ownership/use, precipitation, geology.
  - E Define the quality problem.
- III Project Description
  - A Project Goal, objectives, tasks and products
  - B Milestone table with outputs, quantities and timing of each output,
  - C Environmental permits required to conduct the project.
  - D Why the sponsor is the appropriate entity to implement the project.
  - E Plans and responsibilities for BMPs operation and maintenance.
- IV Coordination Plan
  - A Sponsor and project partner responsibilities, roles and commitments.
  - B Local support and letters of commitment.
  - C Coordination with other 319 programs and projects.
  - D Similar activities taking place in the watershed.
- V Evaluation and Monitoring Plan
  - A EPA-approved Quality Assurance Project Plan (QAPP)
  - B Monitoring strategy
  - C How and when data will be stored, managed and reported.
  - D Models used.
  - E Funding for the operation and maintenance (O&M) of BMPs.
- VI Budget
  - A Budget identifying the sources and uses project year.
- VII Public Involvement
  - A How public involvement will be encouraged
- VIII Threatened and Endangered Species
  - A Threatened and Endangered Species in the project area